

**Minutes of the Personnel Committee**  
**Tuesday, August 4, 2009**

Chair Schellinger called the meeting to order at 1:06 p.m. and led the committee in the Pledge of Allegiance.

**Committee Members Present:**

Tom Schellinger (Chair)  
Dave Falstad

Steve Wimmer  
Paul Decker

**Absent:**

Ted Rolfs  
Jim Heinrich  
Pete Gundrum

**Also Present:**

Principal Risk Management Analyst Mark Jatczak  
Principal Human Resources Analyst Terri Sgarlata-Lutz  
Office Services Coordinator Windy Jicha

Labor Relations Manager Jim Richter  
Chief of Staff Mark Mader

**Approve Minutes of July 2, 2009**

MOTION: Falstad moved, Wimmer second, to approve the minutes of July 7, 2009. Motion carried 4-0.

**Schedule Next Meeting Date**

- August 18

**Six-Month Report on Worker's Compensation Claims**

Jatczak distributed copies of *Waukesha County Worker's Compensation 2005-2009 Claims History Summary*, which he discussed as outlined. A total of 51 claims were opened by the end of the second quarter of 2009, 31 remain open and \$297,453 was incurred. Since 2005, 548 claims were opened, 45 remain open and \$3,259,439 was incurred. Jatczak went on to review some of Waukesha County's larger Worker's Compensation Claims.

Wimmer asked how are things working with the new insurance company in Texas? Jatczak said we are in the process of converting. So far everything is going along nicely. The company is still learning Wisconsin worker's compensation laws.

Falstad asked are there any trends that you are concerned about? Jatczak said slips and falls in Highway Operations. He is looking into why there are so many falls on ice and the steps of the trucks. Falstad asked if educational programs are being held with employees to improve the situation? Jatczak said spring and fall in-services are held which provide education and training. He and Stauffer met with Human Resources to dovetail a stretching program for the Highway Operations employees into the Employee Wellness Program. Employees were asked if they wanted any educational lunch sessions. Falstad asked wouldn't it be smart to schedule training on slipping prevention and ice safety before winter sets in? Jatczak said at the fall in-service snow plowing is reviewed and everyone must attend.

Falstad asked are any claims on appeal? Jatczak said no. We are waiting for a certificate of wellness on one employee but that isn't expected until fall.

Decker asked if there are specific clothing requirements for Highway Operations workers? Jatczak said there is policy that includes a list of preferred protective clothing for Highway Operations and Parks employees. Jatczak said he would like to further investigate shoe options.

**Closed Session**

MOTION: Wimmer moved, Decker second, to go into closed session at 1:25 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues pertaining to the AFSCME Master Unit Local 2494, and to approve the closed session minutes of previous meeting(s). Motion carried 4-0.

MOTION: Decker moved, Wimmer second, to return to open session at 2:22 p.m. Motion carried 4-0.

MOTION: Decker moved, Falstad second, to adjourn the meeting at 2:22 p.m. Motion carried 4-0.

Respectfully submitted,

Approved on: \_\_\_\_\_

Ted Rolfs  
Secretary